

Live Oak UU Fellowship Board of Trustees
Meeting Minutes – November 13, 2014
90 Athol Ave., Oakland, CA 94606

Board Members Present: Jay Roller, Bernadette Alexander, Kathryn Duke, Roger Hallsten, Renee Harper

Others Present: Lisa Fry, David Fry, Richard Stromer

Jay called the meeting to order at 7:06 p.m. Renee did an opening reading.

1. **Minutes.** October minutes were previously approved by email.
2. **Treasurer's report and finance.** Roger presented the recent budget figures; nothing much to report since last month.
3. **Getting information on a possible new meeting site.** Information gathering is moving slowly on this. Lisa was able to get permission for us to use the Social Hall on Dec. 21, when we expect a larger than usual group at the potluck after our holiday concert and solstice service.
4. **Second Sunday. Congregational Survey Responses.** Because Ty Meier and his family are moving to New Hampshire at the end of this year, there was general discussion about what to do for Second Sunday after Ty is not here to lead that.
Action: After reviewing and discussing responses from the recent congregational survey, the board decided to explore possibilities for a monthly activity that is more content-oriented, focusing on world religions or UU history and basics.
5. **Leadership Retreat Date.** We had agreed earlier to consider having another retreat in January. Now we're talking about looking at the spring or summer as possible times.
6. **Consulting Monthly Worship Leader.** Richard reported that there are six candidates for this position. The *ad hoc* search committee that will review these candidates' applications and oversee their candidating process are: Eric Fethe, Jay Roller, Jackie Roth, and Richard Stromer,.
7. **Guidelines for a LOUUF group focused on social justice, community service and public education activities.** After much discussion, the board approved a revised description of the scope of work and related Live Oak decisionmaking for the newly activated social justice and service committee within the fellowship.
Action: The board unanimously approved a one-page description of the new Social Justice & Service Group, which refers to its membership and scope of activities. This description also covers how the board and the SJSG interact with each other when the Group wants to undertake community service projects, public policy involvement, or other activities within its scope. The complete document is in the appendix to these minutes.
8. **Resubmission of PCD Growth Committee grant application.** A resubmission will happen soon, based on changed circumstances within Live Oak and the Pacific Central District.

9. **ByLaws.** Roger distributed a suggested revision to the Bylaws regarding filling an interim vacancy on the Board.

Action: After review and discussion, the Board unanimously approved the following language to be presented at the next congregational meeting for discussion and possible adoption.

Article VI. Governance

At each annual meeting, members shall elect a Board of Trustees, all of whom shall be members of the congregation eligible to vote. The Board shall have five (5) members, but that number may be expanded to as many as nine (9) by approval of a congregational meeting. Regular terms of office for Trustees shall be for a period of two (2) years, except that terms for the initial Board shall be a mix of one (1) and two (2) year periods. Regular terms of office for Trustees shall be so fixed at the beginning, or upon any change in the Board composition, to encourage the fewest number of trustees elected each year. No person shall serve as trustee more than five (5) consecutive years. To fill mid-term vacancies, the Nominating Committee shall present a candidate to the Board of Trustees. A vote of the majority of the Board of Trustees will then be required to fill the vacancy on the Board until the next congregational meeting.

Renee did a closing reading--Jay led the group in song. Meeting adjourned at 8:55 pm.

--Respectfully submitted by Kathryn Sáenz Duke, Secretary

Live Oak creates loving community through worship and service to others

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Appendix to Nov. 2014 minutes

Live Oak UU Fellowship Social Justice & Service Group

1. The Live Oak Social Justice & Service Group (SJSG) shall be composed of no less that three Live Oak members or friends. The group chairperson shall be a Live Oak member.
2. The primary role of the Social Justice & Service Group is to proactively provide opportunities to participate in social justice actions and community service projects, with the goal of participation of Live Oak members and friends as a group. Additional roles may include the following:
 - a. Inform and educate members and friends in areas of social concern, through educational programs, newsletters, or other means of communication, in conjunction with other Live Oak committees as indicated.
 - b. Encourage and enable members and friends to take action on social justice issues, through letters to the editor and to elected

officials, signing petitions, participation in demonstrations, and other means of public witness.

- c. Recommend support and/or sponsorship for groups working to foster social justice.
 - d. Develop public statements in the name of the fellowship as approved by the Board of Trustees.
3. For actions related to any political or public policy initiative, the Live Oak Board of Trustees must approve any associated proposal by the SJSG.
- a. Proposals should be presented by a SJSG committee member at a regularly scheduled board meeting. Approval of proposals, as presented or as revised after further discussion by the board and possible consultation with others in the congregation, will be based on a majority of board members voting in support. The Board may elect to consult more broadly with the fellowship before reaching a decision.
 - b. If there is an unusually time-sensitive and urgent matter needing board attention, the board members may choose to deliberate and make a decision by conference call (preferably), or by written electronic communications among themselves. In such a situation, board approval of a proposed action or ongoing campaign must be based on an affirmative vote by every board member.
4. For participation in community service events, no board approval is required for the group to initiate or participate in such events. However, the SJSG will work with the board, other committees and staff as indicated to coordinate scheduling and logistics of planned events.